



CAIT

Center for Advanced Infrastructure & Transportation
Rutgers, The State University of New Jersey

QUARTERLY PROGRESS REPORT

Project Title:	New Jersey State LTAP Technology Transfer Center (FHWA) 2008		
RFP NUMBER:		NJDOT RESEARCH PROJECT MANAGER: W. Lad Szalaj	
TASK ORDER NUMBER: 223 / 4-23049		PRINCIPAL INVESTIGATOR: Dr. Ali Maher	
Project Starting Date: 01/01/2008 Original Project Ending Date: 12/31/2008		Period Covered: 4th Quarter 2008-FINAL	

Task #	Task	% of Total	Fixed Budget	% of Task this quarter	Cost this quarter	% of Task to date	Total cost to date
1	Mobilization		\$ -	0.00%	\$ -	0.00%	\$ -
2	Maintain Contact Lists	3.18%	\$ 6,828	25.00%	\$ 1,707	100.00%	\$ 6,828
3	Publish Newsletter	8.74%	\$ 18,791	25.00%	\$ 4,698	100.00%	\$ 18,791
4	Distribute Technology Transfer Materials	3.75%	\$ 8,064	25.00%	\$ 2,016	100.00%	\$ 8,064
5	Provide Information Service	16.00%	\$ 34,414	25.00%	\$ 8,604	100.00%	\$ 34,414
6	Provide Training Courses	53.45%	\$ 114,918	25.00%	\$ 28,730	100.00%	\$ 114,918
7	Evaluate Effectiveness of Program	5.81%	\$ 12,481	25.00%	\$ 3,120	100.00%	\$ 12,481
8	Special Projects	9.07%	\$ 19,504	40.00%	\$ 7,800	100.00%	\$ 19,504
9		0.00%		0.00%	\$ -	0.00%	\$ -
10		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
11		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
12		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
13		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
14		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
15		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
16		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
17		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
18		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
19		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
20		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
	TOTAL	100.00%	\$ 215,000		\$ 56,675		\$ 215,000

Blue text is entered once at the beginning of the project

Green text is updated ever quarter

Black text is automatically updated or static



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Project Objectives:

The New Jersey Local Technical Assistance Program (LTAP) has a mission to become an information clearinghouse to foster a safe, efficient, environmentally sound transportation system by improving the skills and knowledge of the transportation industry through technology transfer activities, such as training, technical assistance and dissemination of resources.

The objectives of this project are to continue to diversify and expand the customer base, deliver quality customer service, communicate the program values to partners and clients, and enhance the technology transfer network, through the activities of the New Jersey Local Technical Assistance Program (LTAP).

Project Abstract:

The New Jersey Local Technical Assistance Program (LTAP) will continue to maintain mailing lists, publish a monthly newsletter, provide technical assistance, provide training, and evaluate the effectiveness of the program on an ongoing basis throughout the project.

The technology transfer services of LTAP have been expanded to support the transportation industry through the promotion of best practices, new research, products, and proven technologies that are applicable to New Jersey roadways.

Center Name: New Jersey LTAP

Reporting Period: October 1, 2008 to December 31, 2008

Program Dashboard

Total number of training sessions:	<u>15</u>
Total number of participants:	<u>716</u>
Total number of participant hours:	<u>7,942</u>
Total newsletter circulation:	<u>10,983</u>
Total number of LTAP/TTAP FTEs:	<u>2.5</u>



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Training Data

Safety

The Safety metric is divided into 2 categories: Highway Safety and Worker/Workplace Safety. Count the training your center conducted or had responsibility for conducting, such as training co-sponsored with a partner.

Highway Safety

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
Work Zone Safety Awareness Program	6	1	26				11	37	222
Annual Safety Forum	7	1	55		15		55	125	875
Traffic Control Coordinator Program	32	3	4		35		71	106	3,392
Traffic Control Coordinator Refresher Workshop	4	2	9		100		72	181	724
Road Safety Audit for Locals Workshop	7	1	16				11	27	189
Regional Work Zone Safety Workshops	5	3			70			70	350
CAMTEA/IMSA MUTCD Update	5	1	25				15	40	200
TOTAL	66	12	135		220		235	586	5,952

Infrastructure Management

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
Rubber Pavements Workshop	6	1	24		6		30	60	360
Freight Academy	45	1			30			30	1,350
TOTAL	51	2	24		36		30	90	1,710



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Workforce Development

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
NACE Fall Forum	7	1	29		3		8	40	280
TOTAL	7	1	29				8	40	280

Newsletter / Published Resources Data

Circulation

Name of Newsletter	Circulation				
	Local	Tribal	State	Federal	Other
LTAP E-News	1,858	8	920	161	714

Number of Articles per Focus Area

Newsletter Issue	Safety			Workforce Development	Infrastructure Management
	Highway	Worker	Work Zone		
Volume 10, Number 10	2	1		2	2
Volume 10, Number 11		1	1	3	1
Volume 10, Number 12	1	1	1	2	1

Materials Distribution Data

Material Types	Safety			Workforce Development	Infrastructure Management
	Highway	Worker	Work Zone		
Publications	275		2,262		90
CDs			500		
Videotapes					
DVDs					
Downloads					
Others [insert]					
TOTAL:	275		2,762		90

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Technical Assistance Data

Estimate the total percentage of time spent by your Center staff providing technical assistance during the past quarter: **30%**

Activities Related to Program Stakeholders

Organization	Activities					
	# of times center distributed information for this organization (mail, e-mail, fax, etc.)	# of joint training sessions	# of joint conferences	# of joint special programs	# of articles reprinted in LTAP/TTAP newsletters from this organization	# of center staff participating in national program efforts
National Stakeholders						
FHWA (HQ, Resource Center)	4				3	2
AASHTO	1				1	
NACE						
APWA	3				5	2
TRB						1
Salt Institute						
State/Local Stakeholders						
FHWA Division	2		1			2
State DOT/govt	4		1	8		3
AASHTO Chapter						
NACE Chapter			1			1
APWA Chapter	8		1	1		2
ITE		2				2
Other Stakeholders						
NJ Society of Municipal Engineers						1
NJ Div of Highway Traffic Safety				1		2
NJ Asphalt Pavement Assoc.		1				1



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NJ WZS Partnership		3		1		2
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1. Progress this quarter by task, with specific deliverables:

A. Maintain Contact Lists

- The email list was updated for current New Jersey Mayors.

Revisions/Deletions

Ongoing

B. Publish Newsletter

- 3,661 individuals received each issue of the newsletter. Three issues of the newsletter were produced during this quarter. Electronic distribution of the newsletter occurred via e-mail.

Volume 10, Number 10

October 2008

Volume 10, Number 11

November 2008

Volume 10, Number 12

December 2008

C. Distribute Technology Transfer Materials

- 3,172 technical materials were distributed this quarter.

NJDOT Work Zone Safety Setup Guide

October-December 2008

New MUTCD Retro-reflectivity Requirements

October-November 2008

Teen Driver Work Zone Safety Packets

October-December 2008

D. Provide an Information Service

Technical Assistance

Ongoing

LTAP Stakeholder Meeting

October 3, 2008

APWA NJ Executive Committee

October 8, 2008

NLTAPA Executive Committee Meeting

October 20, 2008

ASCE Chapter Meeting

October 21, 2008

Teen Driver Press Conference

October 21, 2008

GPRI Conference Meeting

November 5, 2008

NJDOT Environmental Forum Planning Meeting

November 10, 2008

Safe Passages Conference Committee Meeting

November 12, 2008

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NLTAPA Roundtable Discussion	November 14, 2008
NLTAPA Executive Committee Meeting	November 17, 2008
NJSME Annual Meeting	November 19, 2008
APWA NJ Chapter Annual Meeting	November 20, 2008
Rutgers Paving Conference Planning Meeting	December 5, 2008
NLTAPA Executive Committee Meeting	December 15, 2008
APWA NJ Executive Committee	December 17, 2008
NJ Work Zone Safety Partnership Meeting	December 18, 2008

E. Training

Road Safety Audit for Locals Workshop	October 7, 2008
NJDOT Research Showcase	October 16, 2008
NACE Fall Forum	October 17, 2008
Regional Work Zone Safety Workshop	October 21, 2008
Traffic Control Coordinator Program	October 21-24, 2008
CAMTEA/IMSA MUTCD Update	October 23, 2008
Regional Work Zone Safety Workshop	October 23, 2008
Work Zone Safety Awareness Program	October 27, 2008
Regional Work Zone Safety Workshop	October 27, 2008
Freight Academy	October 27-31, 2008
Traffic Control Coordinator Program	October 28-31, 2008
Rubber Pavements Workshop	November 13, 2008
Annual Safety Forum	December 3, 2008
Traffic Control Coordinator Program	December 9-12, 2008
Traffic Control Coordinator Refresher Workshop	December 12, 2008

F. Evaluate the Effectiveness of the Program

Course Evaluations	Ongoing
Customer Survey	October-November 2008
October – December 2008 Quarterly Report	December 2008

G. Special Projects

Final Report of 2004 and 2005 Implementation Study	October 2008
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4. Progress on Implementation and Training Activities:

All of the activities of this technology transfer project, and their implementation dates are included above.

5. Problems/Proposed Solutions:

Year 1 Budget	\$215,000
Years 1 & 2 Cumulative Budget	
Years 1, 2 & 3 Cumulative Budget	
Total Project Budget	\$215,000
Modified Contract Amount:	\$
Total Project Expenditure to date	\$215,000
% of Total Project Budget Expended	100%

NJDOT Research Project Manager Concurrence: _____ Date: _____



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TASK ORDER NUMBER: TO 223 4-20725		PRINCIPAL INVESTIGATOR: Dr. Ali Maher	
Project Starting Date: 01/01/2008 Original Project Ending Date: 12/31/2008 Modified Completion Date:		Period Covered: 4th Quarter 2008-FINAL	

Task #	Task	% of Total	Fixed Budget	% of Task this quarter	Cost this quarter	% of Task to date	Total cost to date
1	Mobilization	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
2	Literature Search	0.00%		0.00%	\$ -	0.00%	\$ -
3	Maintain Contact Lists	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
4	Publish Newsletter	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
5	Distribute Technology Transfer Materials	0.84%	\$ 504	100.00%	\$ 504	100.00%	\$ 504
6	Provide Information Service	31.77%	\$ 19,062	25.00%	\$ 4,766	100.00%	\$ 19,062
7	Provide Training Courses	33.04%	\$ 19,827	40.00%	\$ 7,931	100.00%	\$ 19,827
8	Evaluate the Effectiveness of Program	1.19%	\$ 712	25.00%	\$ 178	100.00%	\$ 712
9	Special Projects	33.16%	\$ 19,895	15.00%	\$ 2,983	100.00%	\$ 19,895
10		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
11		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
12		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
13		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
14		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
15		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
16		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
17		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
18		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
19		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
20		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
	TOTAL	100.00%	\$ 60,000		\$ 16,362		\$ 60,000

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AASHTO	1				1	
NACE						
APWA	3				5	2
TRB						1
Salt Institute						
State/Local Stakeholders						
FHWA Division	2		1			2
State DOT/govt	4		1	8		3
AASHTO Chapter						
NACE Chapter			1			1
APWA Chapter	8		1	1		2
ITE		2				2
Other Stakeholders						
NJ Society of Municipal Engineers						1
NJ Div of Highway Traffic Safety				1		2
NJ Asphalt Pavement Assoc.		1				1
NJ WZS Partnership		3		1		2



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A. Maintain Contact Lists

Revisions/Deletions

Ongoing

B. Publish Newsletter

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Volume 10, Number 10

October 2008

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Volume 10, Number 12

December 2008

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October-December 2008

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Ongoing

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November 12, 2008

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November 14, 2008

NLTAPA Executive Committee Meeting

November 17, 2008

NJSME Annual Meeting

November 19, 2008



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Course Evaluations	Ongoing
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October – December 2008 Quarterly Report	December 2008

G. Special Projects

Final Report of 2004 and 2005 Implementation Study	October 2008
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4. Progress on Implementation and Training Activities:

All of the activities of this technology transfer project, and their implementation dates are included above.

5. Problems/Proposed Solutions:

Year 1 Budget	\$60,000
Years 1 & 2 Cumulative Budget	
Years 1, 2 & 3 Cumulative Budget	
Total Project Budget	\$60,000
Modified Contract Amount:	\$
Total Project Expenditure to date	\$60,000
% of Total Project Budget Expended	100%

NJDOT Research Project Manager Concurrence: _____ Date: _____